



High Desert Corridor Joint Powers Authority



E-220 HIGH DESERT CORRIDOR

invites applications for the position of
High Desert Corridor Executive Director
Up to \$200,000 annually depending on qualifications

The Position

The High Desert Corridor (HDC) Joint Powers Authority is in search of an experienced professional to assist in the operational function of the E-220 High Desert Corridor project, who will report directly to the HDC Joint Powers Authority Board of Directors.

This is a contract employment position with an expected duration of a minimum 3-4 years.

Minimum Qualifications

Candidates must have a minimum of ten (10) years of demonstrated experience in the area of public transportation facilities construction management. This position requires a California engineering license.

Salary and Benefits

Up to \$200,000 annually depending on qualifications
14 paid holidays
2 weeks paid vacation

Compensation in salary or a combination of salary and selected benefit programs provided by the County of San Bernardino, including:

- ◆ Health and/or Dental program
- ◆ 401(k) or 457 Deferred Compensation Program
- ◆ AD&D and Voluntary Life Insurance
- ◆ PST Retirement Plan

Application and Selection Process

Recruitment for this position will remain open until a sufficient number of applications have been received. If you are interested in this position, please apply ASAP by submitting a completed County of San Bernardino application or detailed résumé demonstrating possession of the desired qualifications for High Desert Corridor Executive Director.

The most qualified candidates, as determined by an evaluation of qualifications based on the application materials, will be invited to participate in the remainder of the selection process which will include an interview with the appointing authority.

Websites

County of Los Angeles: www.lacounty.info
County of San Bernardino: www.sbcounty.gov

Contact Information

County of San Bernardino Human Resources
157 West Fifth Street, First Floor
San Bernardino, CA 92415-0440
www.sbcounty.gov/hr
Phone: (909) 387-8304 TTY Users: 711
Fax: (909) 387-5792
EEO/ADA Compliant Employer

Ted Cooper, Employment Division Chief
Phone: (909) 387-5571
tcooper@hr.sbcounty.gov

Patty Vargas, Assistant Employment Chief
Phone: (909) 387-5904
pvgargas@hr.sbcounty.gov

High Desert Corridor Executive Director

High Desert Corridor Joint Powers Authority

The Job

The Executive Director will administer all functions required of the project, including but not limited to, serve as principal staff to the HDC JPA Board of Directors on all aspects of the project; development and monitoring of the budget; contract administration over all consultants hired by the Board; coordination of activities with the Board; setting Board meeting agendas; and presentation of various reports to the Board. In this capacity, the Executive Director will require a strong understanding of transportation engineering, environmental, and construction processes; traditional public sector and innovative private sector financing strategies; contract negotiations and administration; performance based budget development and administration; strong verbal, written communications and presentation skills; and ability to coordinate with a variety of public and private entities involved with the process.

High Desert Corridor Joint Powers Authority Board of Directors

Brad Mitzelfelt

Supervisor, San Bernardino County First District
(Chairman)

Henry Hearn

Mayor, City of Lancaster

James C. Ledford

Mayor, City of Palmdale

Norm L. Hickling

Deputy, Los Angeles County

Michael D. Antonovich

Supervisor, Los Angeles County Fifth District
(Vice Chairman)

Tim Jasper

Mayor, Town of Apple Valley

Jim Nehmens

Mayor, City of Adelanto


Mike Rothschild

Councilman, City of Victorville

Project Information

The County of San Bernardino, County of Los Angeles, and the Cities of Adelanto, Victorville, Apple Valley, Lancaster, and Palmdale have formed a Joint Power Authority (JPA) to develop a new 50 mile freeway/expressway from SR14 in Los Angeles County to I-15 in San Bernardino County. The City of Victorville has received federal funds to develop a portion of this corridor from US395 to I15 and on through to SR18. Preliminary engineering and environmental studies are underway. For this portion of the project, the JPA will combine several separate efforts currently underway into one combined project. The High Desert Corridor/E220 is officially designated in Section 1305 of SAFETEA-LU as a High Priority Corridor on the National Highway System from Los Angeles to Las Vegas via Palmdale and Victorville.

San Bernardino County



San Bernardino County is located immediately east of Los Angeles County; its terrain is a blend of mountains, rolling hills, valleys, lakes, and deserts, providing ample summer and winter recreational activities. A network of Interstate and other highways provide easy access to Southern California's beaches, amusement parks and resort destinations. The County has a strong economic base, an international airport, excellent school systems, and is close proximity to many top ranked private and public universities. San Bernardino County is geographically the largest county in the contiguous United States and home to over 2 million residents.

Los Angeles County

Los Angeles County is the most populous County in the United States with nearly 10 million residents. It is rich in cultural diversity and home to major museums, theaters, the motion picture industry, several major universities, and numerous five-star restaurants. Besides the mountains, deserts and the beautiful Pacific Ocean, some of the world's finest urban recreational attractions are freeway close. This is Southern California at its finest.

Los Angeles County is governed by a five-member Board of Supervisors who are elected on a non-partisan basis and serve four-year terms. As the governing body, the Board of Supervisors serves as both the executive and legislative head of the largest and most complex County government in the United States.

High Desert Corridor Executive Director

High Desert Corridor Joint Powers Authority

Supplemental Application

This form must be submitted with the San Bernardino County Employment Application.

This form and the County Employment Application or detailed résumé will provide the basis for a competitive evaluation of qualifications. It is to your advantage to provide complete information for each area. Only the highest rated candidates will receive further consideration.

Please submit your answers on a separate sheet(s) of paper along with this form.

Based on the project information contained in this brochure and the position requirements, please describe your experience in the following areas and provide specific examples as it relates to this position, including projects of similar size, scope, and complexity:

1. Design and construction contract negotiation and administration:

2. Budget preparation and monitoring:

3. Transportation project financing through federal, state, and local sources:

4. Oral presentations/reports to a governing body:

5. Supervision of staff:

6. Coordination with multi-jurisdictional governing bodies:

CERTIFICATE OF APPLICANT: I certify that all of the information provided in this supplemental application is true and complete to the best of my knowledge. I understand that any false statements of material facts will subject me to disqualification or dismissal.

Name (print)

Signature

Date

Month/Day of Birth

High Desert Corridor Executive Director

High Desert Corridor Joint Powers Authority

Disclosure Information

Application Deadline: Applications will be accepted until a sufficient number of qualified candidates is determined.

Background Investigation: Prior to appointment, applicants will be fingerprinted and must successfully pass a background investigation.

Reference Check: Prior to appointment, education and employment history is subject to verification. At the time of a selection interview, candidates may be required to provide a credit report, copies of certificates, licenses, diplomas, and course transcripts.

Medical Examination: Job offers made are contingent upon passing a medical examination, which will include a drug/alcohol screening and for some positions a psychological evaluation. Failure to meet all medical standards may result in withdrawal of appointment or termination, if employed prior to completion of medical examination.

Immigration Law: At the time of hire, County employees must meet the documentation requirements of the Immigration Reform and Control Act of 1986.

Travel: Some jobs require travel throughout the county. Employees selected for such positions may be required to provide their own transportation and proof of insurance. Vehicle operators must have a valid driver's license.

Electronic Fund Transfer: New employees must make arrangements for the direct deposit of paychecks into the financial institution of their choice, via electronic fund transfer.

Child Support Compliance: State law requires that information on all hires (i.e. Name, Address, Social Security Number and Date of Hire) be reported to the State for purpose of locating persons who owe family support. The Department of Child Support Services is authorized to request additional information under specified circumstances. Applicants will not be disqualified from employment based on this information.